Approved For Release 2001/07/12 : CIA-RDP81-00142R000400070001-3

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PEUS 78-231

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STATINTL

DCD-057/78 16 January 1978

MEMORANDUM FOR: Acting Deputy Director for Administration Atlanta

STATINTL

FROM

Chief,

THROUGH

Chief,

Deputy Director for Operations

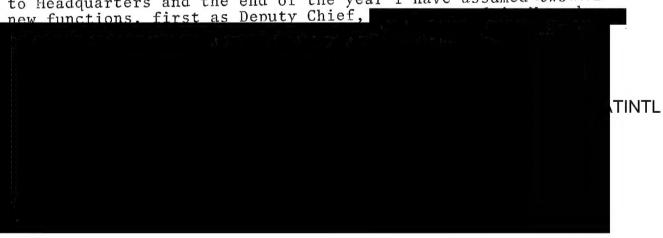
Director of Personnel

SUBJECT

Request for Restored Leave Account

1. Shortly after my reassignment to Headquarters iSTATINTL July 1977, I learned that attendance at the U.S. Military Academy was creditable service for purposes of leave and retirement. Although full documentation was available in my official personnel file, this service was not included at the time my Service Computation Date was established. At my request my records were again reviewed, and on 26 August 1977 my SCD was adjusted to include my four years at the Military Academy. I was granted a lump-sum of 197 hours annual leave on 23 September 1977 as a result of this adjustment.

My recent assignment to Headquarters has resulted in my inability to utilize all my annual leave in excess of the authorized 240 hour ceiling. Between my July assignment to Headquarters and the end of the year I have assumed STATINTL



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Approved For Release 2011/1/37 A FEP 11-05 PAR 100 1000 7 1011 17

-057/78 16 January 1978 STATINTL

SUBJECT: Request for Restored Leave Account

I was obliged to prepare the Division's Program Plan due on 6 January 1978. These various responsibilities caused me to forfeit 67 hours of regular annual leave as well as the entire 197 hours lump-sum granted on 23 September.

3. It is requested that a restored leave account be established for a period of two years for the 197 hours of annual leave granted as a result of the recomputation of my Service Computation Date. This request is made based on the fact that the lump-sum leave adjustment was made late in the leave year and as outlined above, it was not possible to schedule 197 hours of leave prior to 1 January 1978.

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Date

3 FEB 1978

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BJECT: (Optional)				G Personnel-2	
Request for Restore					
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Acting Deputy Director for Administration	6.2	0.19/8	M	An administrative error did	
				occur, but was ''made whole' and, technically, he had	
	,			time left in the year to use the lump-sum leave. However, I	
			-	sympathize with the case, as	
Mark of the State			*	circumstances were against his using the leave: the lump sum	
				was granted late in the leave	
				year; and, simultaneous with the leave adjustment, he started	
5.				two new jobs, he was given responsibility for the	
				Task Force, and he was assigned	
				to a DDO promotion panel. The fact that he also lost 67 hours	
	1			of annual leave in addition to	
The grant of the second of the	**	4.		the 197 hours of adjusted leave appears to substantiate his	
				contention that he was not able to get away from his duties.	
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9				Recommend approval as a matter of equity to the employee.	
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